

INSTITUTE OF HISTORIC BUILDING CONSERVATION WALES BRANCH
Minutes of The Wales Branch Meeting Held on Friday 7 May 2004 at The
International Pavilion, Builth Wells

Item No.	Minute	Action
1.	<p><u>PRESENT</u></p> <p>Sandra Jones, Trefor Thorpe, Ron Douglass, Alan Richards, Neil Sumner, Peter White, Dewi Parry</p>	
2. 2.1	<p><u>APOLOGIES</u></p> <p>Sean Wood, Gwilym Hughes Jones, Dave Jump, Nathan Blanchard.</p>	
3 3.1	<p>Due to the absence of the Chairman, Vice Chairman and Secretary, TT agreed to act as chairman and DP took the minutes</p> <p><u>PREVIOUS MINUTES</u></p> <p>The minutes of the meeting held at Faenol Hall on Tuesday 7th April 2004 were approved as a true record.</p>	
4. 4.1 4.2	<p><u>MATTERS ARISING</u></p> <p><u>Forthcoming Meetings</u> Although dates of forthcoming meetings are included within the minutes of previous meetings, AR requested that an e-mail reminder should be circulated approximately 1 week prior to the meeting.</p> <p><u>Membership</u> NB had investigated concerns that non-members and previous members of the ACO were receiving Context and the IHBC yearbook free of charge. His report on the situation was accepted by the meeting and is included below-</p> <p>Having spoken to the IHBC Administrator I can confirm there are 6 corporate members in Wales, including the 4 authorities of Wrexham, Denbighshire, Newport and Monmouthshire. As corporate members they receive the same information as full members. This effectively means Conservation / Planning officers receive the same information at no expense to themselves as at present many LA's do not support IHBC professional fees. This may be the most cost effective means of key officers receiving CONTEXT when authority may only support their principle professional body.</p> <p>In addition, copies of the Year Book are sent out to over 5,000 addresses including the 1,200 or so members. These often include</p>	DJ

	<p>the Chief Executive or Director of Environment of each LA, depending on the address list used by the publishers, Cathedral. Periodically, they also send copies of CONTEXT to this address list to promote the journal and IHBC membership - I believe the last time was sometime ago around the time of the change from ACO to IHBC. I have no specific evidence or recent personal recollection to suggest non-members are benefiting from membership benefits since the initial hand-over, when some confusion existed as to who could or could not attend. Finally, I would add as a inclusive Institute I think we should encourage non-members to attend meetings in the hope they sign on the dotted line and join the IHBC.</p> <p>I hope this answers the concerns raised but if there are any specific concerns I can investigate further.</p>	
4.2.1	<p><u>Membership Transfer</u> Sandra Jones, who works for Powys is an affiliate member of the West Midlands branch of the IHBC. She queried whether she could also be a member of the Wales branch. Rules state that you can only be a member in one branch, preferably the branch covering the area where you work, but there is nothing to prevent any member attending the meetings of other branches. SJ decided to remain as a member of the West Midlands Branch until she has attained full membership status and will then consider transferring..</p>	
4.3	<p><u>IHBC Wales Branch Draft Leaflet</u> A revised draft copy had not been received. TT to contact SW to advise that the draft of any publication should be cleared with The Publications Officer and Policy and Practice Committee of the IHBC to ensure compatibility with agreed practice.</p>	TT
4.4	<p><u>Proposed IHBC Wales Branch Conference</u> Kate Withersby of Y Faenol had been making enquiries regarding guest speakers for the conference. AR volunteered to speak at the conference as he was qualified in this field and was the author of the 'Overcoming the Barriers' guide.</p>	SW
5.	<p><u>TREASURERS REPORT</u></p>	
5.1	<p>RD reported that he was experiencing difficulty amending the signatories on the account even though he had complied with all the account providers' requirements. Statements were still being sent to NS.</p> <p>Moving the account elsewhere was considered, possibly Nat West, but it was agreed that we should stay with the present account provider until problems have been sorted. Suggested that RD should seek advice from Mike Knight, the national treasurer.</p>	RD

6.0	<u>EDUCATION OFFICER'S REPORT</u>	
6.1	AR reported that Faenol's bid for accreditation was being delayed due to the IHBC's unreasonable expenses claim for visiting Y Faenol. No announcement will be possible in Derry.	
7.	<u>NEXT MEETING</u>	
7.1	7:00p.m. at Y Faenol on Tuesday 8 th June 2004	